

ENTREPRENEURIAL SKILLS

ISCED UNIT CODE: 0413 441 03A

TVET CDACC UNIT CODE: IT/CU/ICTA/BC/02/5/MA

Duration of unit: 70 hours

Relationship to occupational standards

This unit addresses the unit of competency: Apply Entrepreneurial skills.

Unit Description:

This unit covers the competencies required to demonstrate an understanding of entrepreneurship. It involves the ability to: apply financial literacy, apply entrepreneurial concepts, identify entrepreneurship opportunities, apply business legal aspects, innovate business strategies, and develop business plans.

Summary of Learning Outcomes

LEARNING OUTCOMES	DURATION (HOURS)
1. Apply financial literacy	5
2. Apply the entrepreneurial concept	5
3. Identify entrepreneurship opportunities	5
4. Apply business legal aspects	10
5. Innovate Business Strategies	5
6. Develop business plan	10
TOTAL	40

Learning Outcomes, Content and Suggested Assessment Methods

Learning Outcome	Content	Suggested Assessment Methods
1. Apply financial literacy	1.1 Personal finance management	● Observation ● Project

Learning Outcome	Content	Suggested Assessment Methods
	1.2 Balancing between needs and wants 1.3 Budget Preparation 1.4 Savings management 1.5 Factors to consider when deciding where to save 1.6 Debt management 1.7 Factors to consider before taking a loan 1.8 Investment decisions 1.9 Types of investments 1.10 Factors to consider when investing money 1.11 Insurance services - Insurance products available in the market - Insurable risks	- Written assessment - Oral assessment - Third party report - Interviews
2. Apply entrepreneurial concept	2.1 Difference between Entrepreneurs and Business persons 2.2 Types of entrepreneurs 2.3 Ways of becoming an entrepreneur 2.4 Characteristics of Entrepreneurs 2.5 salaried employment and self-	- Observation - Project - Written assessment - Oral assessment - Third party report

Learning Outcome	Content	Suggested Assessment Methods
	employment 2.6 Requirements for entry into self-employment 2.7 Roles of an Entrepreneur in an enterprise 2.8 Contributions of Entrepreneurship	
3. Identify entrepreneurship opportunities	3.1 Sources of business ideas 3.2 Factors to consider when evaluating business opportunity 3.3 Business life cycle	● Observation ● Project ● Written assessment ● Oral assessment ● Third party report
4. Apply business legal aspects	4.1 Forms of business ownership 4.2 Business registration and licensing processing 4.3 Types of contracts and agreements 4.4 Employment laws 4.5 Taxation laws	● Observation ● Project ● Written assessment ● Oral assessment ● Third party report
5. Innovate business Strategies	5.1 Creativity in business 5.2 Innovative business strategies 5.3 Entrepreneurial Linkages 5.4 ICT in business growth and development	● Observation ● Project ● Written assessment ● Oral assessment ● Third party report

Learning Outcome	Content	Suggested Assessment Methods
6. Develop Business Plan	6.1 Business description 6.2 Marketing plan 6.3 Organizational/Management plan 6.4 Production/operation plan 6.5 Financial plan 6.6 Executive summary 6.7 Business plan presentation 6.8 Business idea incubation	● Observation ● Written assessment ● Project ● Oral assessment ● Third party report

Suggested Methods of Instruction

- Direct instruction with active learning strategies
- Project (Business plan)
- Case studies
- Field trips
- Group Discussions
- Demonstration
- Question and answer
- Problem solving
- Experiential
- Team training
- Guest speakers

Recommended Resources for 25 Trainees

S/No.	Category/Item	Description/	Quantity	Recommended
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		Specifications		Ratio (Trainee: Item)
A	Learning Materials			
1.	Textbooks		5 pcs	5:1
2.	Business plan templates		5 pcs	5:1
3.	Business Journals		5 pcs	5:1
4.	Newspapers and Handouts			
5.	PowerPoint presentations	For trainer's use		
6.	Assorted colour of whiteboard markers	For trainer's use	2 packets	
7.	e-Didactics	For trainer's use		
8.	Flashcards			
9.	Flip charts			
10.	Whiteboard			
B	Learning Facilities & infrastructure			
11.	Lecture/theory room		1	25:1
C	Consumable materials			
12.	Printing Papers		1 ream	1:20
13.	Toners		2 pcs	13:1
14.	Internet connection			
D	Tools and Equipment			
15.	Projectors		1	25:1

16.	Printers		4	6:1
17.	Computers/Smartphones		25 pcs	1:1